

<b>APPENDIX C: SAMPLE MATCH REPORT – NON-VIRGINIA LAW ENFORCEMENT AGENCY REQUEST</b>	Page 1 of 1	
<b>CODIS OPERATING POLICIES AND PROCEDURES MANUAL</b>	Issue No.: 3	
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**MUST BE ON LETTERHEAD STATIONARY**

(Date)

(Agency)  
Attn: (Investigator)  
(Address)

Re: NDIS Match Result

Your Specimen ID: \_\_\_\_\_ Laboratory ORI: \_\_\_\_\_  
Specimen Type: \_\_\_\_\_

This is to inform you that an investigative lead was generated by a search at the National DNA Index System (NDIS).

The above specimen was found to match the following convicted offender/arrestee:

Specimen ID: \_\_\_\_\_ Laboratory ORI: VA122015Y

Name: \_\_\_\_\_ SSN#: \_\_\_\_\_ DOB: \_\_\_\_\_

(Race/Gender)      SID#/DCH#/DOC# \_\_\_\_\_

*Based on information available to the Virginia Division of Forensic Science the current whereabouts of this individual is unknown.*

**OR**

*This individual is currently incarcerated at the (Correctional Facility/Jail) in \_\_\_\_\_, Virginia.*

This information is provided only as an investigative lead, and any possible connection or involvement of the individual to the case must be determined through further investigation.

It is recommended that your submitting agency obtain a reference sample from this individual for a DNA comparison by your laboratory.

Please call me at 804-786-9824 if you have any questions regarding this match.

Sincerely,

\_\_\_\_\_  
George C. Li, CODIS State System Administrator

◆END